

DATE: July 24, 2014

TO: Alex Dambach, Division Chief
Department of Planning and Zoning

FROM: Nathan Randall, Planner
Department of Planning and Zoning

SUBJECT: Special Use Permit #2014-0056
Administrative Review for New Use
Site Use: Day Care Center
Applicant: The Campagna Center
Location: 1501 Cameron Street
Zone: RB / Townhouse zone

Request

Special Use Permit #2014-0056 is a request to resume operation of a Head Start day care center at the newly-rebuilt Jefferson Houston School. The applicant, which operates the facility on behalf of the City of Alexandria, proposes to care for a maximum of 80 children ages three to five years in four classrooms within the new school building. Approximately eight employees are expected to be present at the site during peak hours. The applicant anticipates that the majority of children would attend the facility between the hours of 8:30 a.m. and 3 p.m. Monday-Friday. The overall hours of operation would be 7:30 a.m. to 6 p.m. Monday-Friday and would accommodate a smaller portion of the program attendees who are expected to arrive earlier and/or depart later each day. Given the expected lower enrollment during these extended hours, fewer staff may be present.

The current application represents a slight increase in the number of children (75 vs. 80) and slight increase in the closing hour (5:30 p.m. vs. 6 p.m.) compared to the prior SUP approval for Head Start.

Background

A Head Start program had been located at the Jefferson Houston School site starting in 1973, when City Council approved SUP#941, until the end of the most recent school year (2013-2014). The program had operated in a building physically separate from the main school building and immediately adjacent to the corner of Cameron and North West Streets.

City Council approved DSUP#2012-0011 in December 2012 for construction of a new Jefferson Houston School building on the northern portion of the site. The project includes the demolition of both the old school and the Head Start building. As a part of the planning process for the new school, it was originally expected that the Head Start program would find alternative space at an off-site location and would not return to the Jefferson Houston site upon completion of the project. However, since that time, Head Start has not found alternative space for its programs and adequate space exists within the

new building to accommodate the program. Although the school was built to accommodate 750-800 students, enrollment for the 2014-2015 school year is anticipated to be approximately 400-410 students, and the school would have capacity for the Head Start program for the foreseeable future.

Parking and Pick-up/Drop-off

Pursuant to Section 8-200(A)(11) of the Zoning Ordinance, two off-street parking spaces are required for each day care center classroom. The proposed day care center, with four classrooms, is therefore required to provide eight off-street parking spaces.

DSUP#2012-0011 was approved with an effective 130-space combined parking requirement for both the adjacent Durant Center and Jefferson Houston School. This figure included 83 spaces for the Durant Center, 32 spaces for the school, and an additional 15 spaces to be shared between the two uses ($83 + 32 + 15 = 130$). The additional 15 spaces were deemed necessary based on the results of a parking study that suggested actual parking needs when the new school reaches full capacity would exceed the minimum 115 spaces required under the Zoning Ordinance. The DSUP approval also included special public transportation-related conditions, similar to those required as part of a Transportation Management Plan (TMP), to further address parking needs.

Although 32 parking spaces are allocated for the school at full capacity, the school will only need 17 of them based on Zoning Ordinance requirement for the expected student capacity (rounded up to 425 students). The balance, at 15 parking spaces, exceeds the eight-space requirement for the Head Start classrooms and provides for seven additional spaces in the future. The applicant therefore meets the technical parking requirement for the use. The new allocation of parking at the site would be as follows:

| | | |
|---|------------|---|
| | 83 | Durant Center |
| | 17 | JH School (at current capacity) |
| | 7 | JH School (for future capacity increases) |
| | 8 | Head Start |
| + | 15 | Shared |
| | 130 | total |

Consistent with the understanding reached as part of the overall Jefferson Houston School project, pick-up/drop-off of day care center student will occur within visitor spaces adjacent to the interior road where Jefferson Houston School students will be picked-up and dropped-off.

Community Outreach

Public notice was provided through eNews, via the City's website, and by posting a placard on the site. In addition, the Upper King Street Neighborhood, West Old Town Civic, and Braddock Station Civic associations were sent written notifications of the current application. Staff received an email from a neighborhood resident who expressed concern that the Head Start classrooms were not anticipated as part of the recent planning process for the new building and that their presence would reduce the building's capacity

for public school students.

Staff Action

Staff supports the applicant's request to resume operation of the Head Start program that has been at the Jefferson Houston site for decades. The application offers the benefit of maintaining the number of existing preschool/child care options for lower-income families within the City. It also makes good use of currently unoccupied space within the new Jefferson Houston School building.

Staff believes that the provision of parking for the use is adequate. Head Start will use parking originally allocated to the school that: a) would have been required for the four public school classrooms it is replacing and b) the school doesn't currently need given that enrollment is significantly lower than the maximum school capacity. However, staff is mindful that the school may eventually need its full parking allocation at such time that it reaches maximum capacity, which Alexandria City Public Schools (ACPS) does not expect to occur in the near future. As an additional measure to mitigate potential parking concerns, staff has included a special condition (Condition #13) which requires annual reviews of student enrollment figures for the first five years following approval of this Special Use Permit. If enrollment reaches a point at which parking requirement for all uses at the site exceeds the 130-space figure noted in the DSUP approval, the Director may require the applicant to find additional off-street parking for the use.

Several standard conditions have also been included in this report regarding the maximum number of students at the facility, the hours of operation, litter pick-up, and the need to maintain adequate pick-up/drop-off procedures and facilities for children. Condition #12 has been included in this report as a special condition regarding supply deliveries to mirror the language used in the approved DSUP for Jefferson Houston.

Staff hereby approves the Special Use Permit request.

ADMINISTRATIVE ACTION - DEPARTMENT OF PLANNING AND ZONING:

Date: 7/24/2014

Action: Approved

Alex Dambach, Division Chief

Attachments: 1) Special Use Permit Conditions
2) City Department Comments
3) Statement of Consent

CONDITIONS OF SPECIAL USE PERMIT #2014-0051

The new owner is responsible for ensuring that the following conditions are adhered to at all times. Violation of any of the conditions may result in fines and/or referral to public hearing by the Planning Commission and City Council.

1. The Special Use Permit shall be granted to the applicant or to any corporation in which the applicant has a controlling interest. (P&Z)
2. The maximum number of children attending the day care center at any one time shall not exceed 80. (P&Z)
3. The maximum hours of operation for the day care center shall be between 7:30 a.m. and 6 p.m. Monday-Friday. (P&Z)
4. The applicant shall maintain adequate drop off and pick up facilities so as to create minimal impact on pedestrian and vehicular traffic as determined by the Directors of Planning & Zoning and Transportation & Environmental Services. (P&Z) (T&ES)
5. The facility shall obtain all required state, federal and local licenses and certificates prior to opening its place of business. (P&Z)
6. Trash and garbage shall be placed in sealed containers which do not allow odors to escape and shall be stored inside or in a closed container which does not allow invasion by animals. No trash and debris shall be allowed to accumulate on-site outside of those containers. Outdoor trash receptacles shall be screened to the satisfaction of the Director of Planning & Zoning. (P&Z) (T&ES)
7. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all Special Use Permit provisions and requirements. (P&Z)
8. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up once a day and at the close of business, and more often if necessary, to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)
9. The use must comply with the city's noise ordinance. All loudspeakers shall be prohibited from the exterior of the building, and no amplified sounds shall be audible at the property line. (T&ES)
10. The applicant shall require its employees who drive to work to use off-street parking. The applicant shall encourage its employees and customers to use mass transit or to carpool when traveling to and from work, by posting information regarding DASH and METRO routes, the location where fare passes for transit

are sold, and advertising of carpooling opportunities. (T&ES)

11. The applicant shall provide information about alternative forms of transportation to access the location of the use, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. (T&ES)
12. Supply deliveries, loading, and unloading activities (not to include pick-up and drop-off of students) shall not occur between the hours of 11:00pm and 6:00am. Deliveries between 6:00 am and 7:00 am will only be permitted upon approval of a noise mitigation plan by the Director of T&ES. The plan must be approved prior to release of the Final Site Plan. In the event that a noise mitigation plan is not approved, deliveries will not be permitted between 6:00 am and 7:00 am. (T&ES)
13. The applicant, in cooperation with Alexandria City Public Schools, shall provide to the Director of Planning & Zoning student enrollment totals for Jefferson Houston School at the required one-year review (see Condition #14 below) and on an annual basis for each of the four subsequent years following the one-year review. If the Director determines that insufficient parking exists for all of the uses at the site, the applicant may be required to provide additional off-street parking to the satisfaction of the Director. (P&Z)
14. The Director of Planning and Zoning shall review the Special Use Permit one year after approval, and shall docket the matter for consideration by the Planning Commission and City Council if (a) there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; (b) the Director has received a request from any person to docket the permit for review as the result of a complaint that rises to the level of a violation of the permit conditions, or (c) the Director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z)

CITY DEPARTMENT COMMENTS

Legend: C - code requirement R - recommendation S - suggestion F - finding

Transportation & Environmental Services

R-1 From Section 11-513(C) of the Zoning Ordinance:

(2) The applicant shall provide information about alternative forms of transportation to access the location of the use, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods.

(3) The applicant shall encourage its employees and customers to use mass transit or to carpool when traveling to and from work, by posting information regarding DASH and METRO routes, the location where fare passes for transit are sold, and advertising of carpooling opportunities.

(5) The applicant shall require its employees who drive to work to use off-street parking.

(7) Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape or invasion by animals. No trash and debris shall be allowed to accumulate outside of those containers. Outdoor trash receptacles shall be screened to the satisfaction of the director.

(10) The use must comply with the city's noise ordinance. No outdoor speakers shall be permitted. No amplified sound shall be audible at the property line.

R-2 From Section 11-513(D) of the Zoning Ordinance:

(2) The facility shall provide adequate drop off and pick up facilities so as to create minimal impact on pedestrian and vehicular traffic.

R-3 Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up once each day to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public.
(T&ES)

R-4 Supply deliveries, loading, and unloading activities (not to include pick-up and drop-off of students) shall not occur between the hours of 11:00pm and 6:00am. Deliveries between 6:00 am and 7:00 am will only be permitted upon approval of a noise mitigation plan by the Director of T&ES. The plan must be approved prior to release of the Final Site Plan. In the event that a noise mitigation plan is not

approved, deliveries will not be permitted between 6:00 am and 7:00 am. (T&ES)

Fire Department

C-1 A fire prevention permit will be required for Educational occupancy.

Code Administration

F-1 No comments received

Health Department

F-1 No comments

Parks & Recreation

F-1 No comments received

Police Department

F-1 No comments received

STATEMENT OF CONSENT

The undersigned hereby agrees and consents to the attached conditions of this Special Use Permit #2014-0056. The undersigned also hereby agrees to obtain all applicable licenses and permits required for the day care center at 1501 Cameron Street.

Applicant - Signature

Date

Applicant – Printed

Date